

Approved May 7, 2013

WENHAM BOARD OF SELECTMEN
Meeting of Tuesday, April 23, 2013
Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30A, §§ 18-25, written notice posted by the Town Clerk and delivered to all Board members, a meeting of the Board of Selectmen was held on Tuesday, April 23, 2013 at 7 pm in the Selectmen's Meeting Room.

With a quorum present, in the absence of a Chair, Mr. Wilson, acting as Vice Chair, called the Board of Selectmen meeting to order at 7 pm.

Selectmen Present: Patrick Wilson, Vice Chair; Ken Whittaker, Jack Wilhelm

Also Present: Mark Andrews, Town Administrator; Catherine Tinsley, Minutes Secretary

Abbreviations used:

BOS

Public information:

Agenda

Announcements

Mr. Wilson made the following announcements

- Reminder call for Volunteers - Town Government Study Committee
- Little League Opening Day Parade was announced for Saturday, April 27, 2013.
- Open Meeting Law Regional Workshop – Postponed until Fall 2013 - Town Administrator to work with the Town Clerk to reschedule
- Prescription Drug Drop Off Program sponsored by the Wenham Police Department is Saturday April 27, 2013

Old Business

New Business

Mr. Wilson welcomed newly elected Selectman Jack Wilhelm, to the Board of Selectmen.

Mr. Wilson recognized Molly Martins for her service on the Board of Selectmen.

Re-Organization of the Board

After reviewing the responsibilities of the BOS Chair, Mr. Wilson called for nominations for the Chair.

Mr. Wilhelm nominated Ken Whittaker to be Chair of the BOS. Mr. Wilson seconded the nomination. Mr. Whittaker accepted.

Mr. Whittaker nominated Patrick Wilson as Vice Chair. Mr. Wilhelm seconded the nomination. Mr. Wilson accepted.

Mr. Wilson nominated Jack Wilhelm for Secretary. Mr. Whittaker seconded the nomination. Mr. Wilhelm accepted.

Boy Scouts, Wenham Pack 28 - Donation to the War Memorial Committee

Tom Tanous introduced Dylan Chane, and Jonathan Gauthier of Pack 28. The Scouts explained they are working on their Merit Badge, and talked about collecting funds in front of the Post Office for the War Memorial. War Memorial Committee Chair, Peter Hersee was present to accept the donation of \$187.33 and thanked them for the donation.

Bolder Lane - update

Present: Emilie Cademartori, Coordinator for the Conservation Commission

Ms. Cademartori gave an overview of the Town owned land referred to as the Bolder Lane property. The 34-acre property is located off Grapevine Road, and adjacent to Route 128. She explained that combined with other abutting properties, the land potentially makes up a large usable, developable lot. The other owners of the properties, the City of Beverly, and two private owners, along with Wenham, have been talking about moving forward with Mass Development for potential assistance and pre-development plans. Mass Development specializes in under-utilized municipal land. The BOS will be kept updated.

Ms. Cademartori also reported that Hamilton downtown was identified as a priority area for development. The MAPC has sponsored a Smart Growth Implementation grant for up to \$25,000 for a visionary plan, including re-zoning to enhance the

downtown area. Wenham has been encouraged to participate, and was asked to appoint a representative. This will be on a future agenda.

Annual Coast to the Cure Bike Ride – Neurofibromatosis North East Saturday Sept 7, 2013

Present: Sonja Nathan, Organizer

Ms. Nathan gave a brief overview of the Coast to the Cure Bike Ride, requesting for Larch Row and Grapevine Road be approved for the route. Mr. Andrews confirmed that Public safety officials have reviewed the request.

VOTE: Mr. Wilhelm moved to approve the use of the town roads for this purpose, as requested. Mr. Wilson seconded and the motion carried unanimously.

HW Library Board of Trustees – Appointment

Vote; Mr. Wilson moved to appoint Pat Purdy as a Trustee to the Hamilton Wenham Library Board of Trustees. Mr. Wilhelm seconded and the motion carried unanimously.

Wenham Affordable Housing- deferred to the next meeting

National Grid Public Hearing - Pole #752 at 356 Grapevine Road

Present: National Grid Representative

Mr. Wilhelm read the legal ad. Mr. Whittaker opened the hearing on the petition on National Grid to push brace at pole 752, to erect poles and wires upon, along, under, or across one or more public ways in the Town of Wenham, Grapevine Road.

Mr. Whittaker opened the hearing for comments or questions.

VOTE: Mr. Wilson moved to authorize National Grid to conduct the work as described in the notice. Mr. Wilhelm seconded and the motion carried unanimously.

Town Website Redevelopment

The Town has signed a contract with the preferred contractor Revize to update the Town's website. Department Heads have been requested to provide specific information as the start of Phase 1. This is anticipated to be a two-month process.

The BOS considered this a priority. Mr. Wilhelm agreed to be the Board's representative.

North Shore HOME Consortium – Membership for fiscal year 2014

The Town received a request from the North Shore Home Consortium requesting notification if Wenham will remain in the Consortium for Fiscal -Year 2014 through 2017. The membership provides Wenham with a seat at the table as affordable housing needs in the North Shore area are discussed, and access to federal funds.

VOTE: Mr. Wilhelm moved that Wenham remain in the Consortium and to notify Kevin Hurley. Mr. Wilson seconded and the motion carried unanimously.

Dissolve the April 6, 2013 Annual Town Meeting

Present: Town Clerk, Trudy Reid

Ms. Reid stated her concern that the Town Meeting could not be dissolved without the Town Moderator.

VOTE: Mr. Wilson moved to delay the dissolution of the April 6, 2013 Annual Town Meeting until the BOS May 7, 2013 meeting. Mr. Wilhelm seconded and the motion carried unanimously.

Hamilton Wenham Library

Present: Jan Dempsey, Library Director

Ms. Dempsey conveyed that she was present to advocate for her library staff and referenced her memo to the Board and salary survey of local libraries.

The library staff has been researching unionization citing the low base pay, no step system, and no differential for staff with a Master's degree. She noted that staff leaves and moves on to other jobs.

The staff is also concerned with the updating of the employee handbook and employee issues, e.g. employees are not allowed to use sick time in an emergency.

The Trustees and Director support the staff as hard working and dedicated and realize their concerns.

She asked that support staff line item money (\$5,000) be used to boost part time library assistant's salary (as of July 1, 2013), prepare an increase for full time staff to be voted at the fall town meeting, and implement a step system.

Mr. Whittaker stated the library is a jewel to the community and thanked Ms. Dempsey and the staff for their work.

Ms. Dempsey said that staffing has improved with the addition of a full time employee. The compelling need is the salary level.

In response to a question from Mr. Wilhelm, Ms. Dempsey explained that this was not presented at a joint Hamilton/Wenham Finance Committee meeting, per the direction to level fund.

BOS asked for time to review this information, talk with the Finance Committee, before addressing the issues and concerns.

Reports

Town Administrator

Finance Department Status – Mr. Andrews stated that there is a discretionary spending freeze; department heads have been instructed to not make discretionary purchases at this time. Costs associated with the call fire department will be monitored and the 2013 end of year budget process will be monitored closely.

Mr. Wilhelm cited the low balance of the reserve fund (\$5,500) and asked the Town Administrator for a financial report, including current limitation on transfer of funds vs. end of year spending, as a standing item on the meeting agenda.

Finance Department

Mr. Andrews reported that Leslie Davidson was recently hired as a part time assistant in the Finance Department. This was the first of two part time positions to be staffed.

David Generaux, Baystate Municipal Accounting Group was present. He said out of the 14 applicants, two were strong candidates.

Mr. Generaux also reported that an update for the Finance Department is generated weekly for the BOS/ Finance Committee. He went on to say that the back log of work is being addressed, and as of Saturday morning, postings were up-to date.

Michael Lucy, Finance Committee Chair, spoke saying he also asked for updates regarding the Reserve Fund balance, noting that there are unspent funds in the snow removal account, and the Finance Director salary line that can be accessed in the end of Fiscal Year accounting.

Mr. Lucy added that there is a vacant seat on the Finance Committee. The next Finance Committee meeting is May 30th. He is looking into the Finance Committee meetings being televised to increase information to the residents.

Minutes – March & April

VOTE: Mr. Wilson moved to accept the BOS meeting minutes of March 5, 2013; March 8, 2013; March 12, 2013; March 19, 2013, April 2, 2013; April 9, 2013; and Executive Session minutes of March 12, 2013; April 2, 2013; April 9, 2013. Mr. Whittaker seconded and the motion carried unanimously with Mr. Wilhelm abstaining citing he was not a board member at the time of those meetings.

Executive Session (ES)– Contract Negotiations: Police Union, Police Chief, and Interim Town Administrator

VOTE: Mr. Wilson moved the BOS enter into ES at 8:09 pm, according to Open Meeting Law, M.G.L. c. 30A, §§ 18-25 (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; and to include Interim Police Chief Tom Perkins, and Fire Chief Bob Blanchard and to return to open session for the sole purpose of adjourning. The contracts being discussed were the Police Union, Police Chief, Fire Union, and Interim Town Administrator. Mr. Wilhelm seconded and the motion carried unanimously by roll call vote.

The BOS returned to open session at 8:55 pm

Mr. Wilhelm asked a couple of general questions for clarification. The BOS signed the paper work for National Grid and the annual appointments.

VOTE: Mr. Wilson moved to adjourn at 8:57 pm and it was unanimous to do so.

Respectfully submitted by

Catherine Tinsley